

# CLEANING CHECK LIST

## **Ensure the facilities used are left clean and tidy:**

- Place all mattresses up and check under bunks for belongings.
- Use vacuum cleaners (situated in both houses) on carpeted areas.
- Ensure kitchen is left clean and tidy. Clean out fridges and put utensils away correctly.
- Remove all food and personal items.
- Floors must be swept and mopped.
- Wipe over bathrooms.
- Stack chairs and tables.
- Place rubbish in garbage bags and deposit in bins near main gate.
- Failure to leave premises clean will result in a cleaning fee being charged.
- Flatten/fold cardboard before depositing in recycle bins.